DOCUMENT RESUME

ED 391 441 HE 028 892

TITLE	College and University Waste Reduction and Recycled Product Procurement Activities, Barriers, and Assistance Strategies: Status Report.
INSTITUTION	California Integrated Waste Management Board, Sacramento.
PUB DATE	Feb 95
NOTE	45p.
PUB TYPE	Reports - Descriptive (141) -- Reports - Evaluative/Feasibility (142)
EDRS PRICE	MF01/PC02 Plus Postage.
DESCRIPTORS	College Administration; Higher Education; Program Implementation; *Public Colleges; Public Policy; Purchasing; Recycling; School Policy; *Solid Wastes; State Legislation; *Waste Disposal
IDENTIFIERS	*California

ABSTRACT

In response to an official request for information and evaluation of solid waste production and management at California's public colleges and universities, this study examined existing conditions and barriers to solid waste reduction and recycled product procurement, and suggested assistance strategies. The examination found that these institutions are the largest generators of solid waste among state facilities, generating over 400,000 tons per year: 51 percent of the waste generated by all state facilities. Barriers to the implementation and reporting of diversion activities identified include insufficient administrative support, policies, mandates, and funding; insufficient knowledge of waste reduction methods and benefits; and lack of full-time coordinators. Recommended strategies to reduce waste include informing administrators of the economic benefits of waste reduction, providing information in the form of guides and videos, promoting networking through the campus recycler's e-mail network, and stimulating competition between campuses. Barriers to recycled product procurement identified include insufficient knowledge of sources, prices, and quality; insufficient mandates, policies, and administrative support; decentralized purchasing; and large workload of purchasing officers. Assistance strategies in this area recommended include encouraging participation in the State Agency Buy Recycled Campaign; and promoting the use of "Buy Recycled" guidance documents. Appendixes contain data on waste generation at specific institutions, relevant state legislation, and executive orders. (JB)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

HE

ED 391 441

Status Report:

College and University Waste Reduction and Recycled Product Procurement Activities, Barriers, and Assistance Strategies

HE 0288 892

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

California Integrated Waste Management Board

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

U.S. DEPARTMENT OF EDUCATION
Office of Educational Research and Improvement
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

☑ This document has been reproduced as received from the person or organization originating it.

☐ Minor changes have been made to improve reproduction quality.

• Points of view or opinions stated in this document do not necessarily represent official OERI position or policy.

BEST COPY AVAILABLE

STATE OF CALIFORNIA

■ ■ ■ ■ ■

Pete Wilson
GOVERNOR

James M. Strock
Secretary for Environmental Protection
California Environmental Protection Agency

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Wesley Chesbro
Vice CHAIR

Sam A. Egigian

Robert C. Frazee

Janet Gotch

Paul Relis

■

Ralph E. Chandler
EXECUTIVE DIRECTOR

February 1995

California Integrated Waste Management Board
8800 Cal Center Drive
Sacramento, CA 95826
Publication No. 321-95-005

Printed On Recycled Paper

TABLE OF CONTENTS

Page

EXECUTIVE SUMMARY 1

EXISTING CONDITIONS 3

WASTE GENERATION 3

WASTE REDUCTION PROGRAMS 3

- Board Assistance 4
- Data Reporting 4
- University and College Assistance to Local Jurisdictions 5

RECYCLED PRODUCT PROCUREMENT 6

- Procurement Legislation 6
- Other Pertinent Legislation 7
- Procurement Activities 7

BARRIERS TO CAMPUS WASTE REDUCTION AND RECYCLED PRODUCT PROCUREMENT. 9

BOARD ASSISTANCE STRATEGIES 10

- Waste Reduction Assistance Strategies 10
- Recycled Product Procurement Assistance Strategies 13

SUMMARY AND CONCLUSION 21

APPENDIX I 23

APPENDIX II 25

APPENDIX III 28

APPENDIX IV 33

EXECUTIVE SUMMARY

At the October 20, 1994 Local Assistance and Planning Committee Meeting of the California Integrated Waste Management Board (Board), staff presented an agenda item describing the deliverables of three Interagency Agreements to develop Model University Waste Reduction Programs. Subsequently, staff was directed to provide a written report pertaining to all California public universities and colleges containing the following information:

- Total amount of solid waste generated;
- Types of waste generated;
- Waste generation by campus;
- Types of waste reduction programs in place at the campuses;
- Most significant barriers to waste reduction at the campuses;
- Effective use of the model university waste reduction program deliverables; and
- Proposed strategies to increase solid waste reduction and recycled product procurement at California universities and colleges.

Project Recycle, administered by the Board, is the legislatively mandated recycling program for all State facilities (Public Contract Code 12164.5 b). Project Recycle has provided waste reduction assistance to University of California (UC), California State University (CSU) and Community College (CC) campuses since 1990.

Staff compiled the following data on campus population, waste generation, and waste reduction and recycling for Fiscal Year (FY) 1992/93 (Table I).

TABLE I

(Fiscal Year 1992/93)	UCs	CSUs	Community Colleges	Total
Total Number of Campuses	9	20	106	135
Total Population	256,188	381,512	1,579,563	2,217,263
Estimated Waste Generation (tons)*	105,197	156,658	141,371	403,226
Number of Campuses Reporting to Project Recycle:	6	16	4	26
Population of Reporting Campuses	204,296	321,796	57,976	607,912
Estimated Waste Generation of Reporting Campuses (tons)*	93,709	130,999	5,189	229,897
Diversion Reported to Project Recycle (tons)	1,605	995	282	2,882

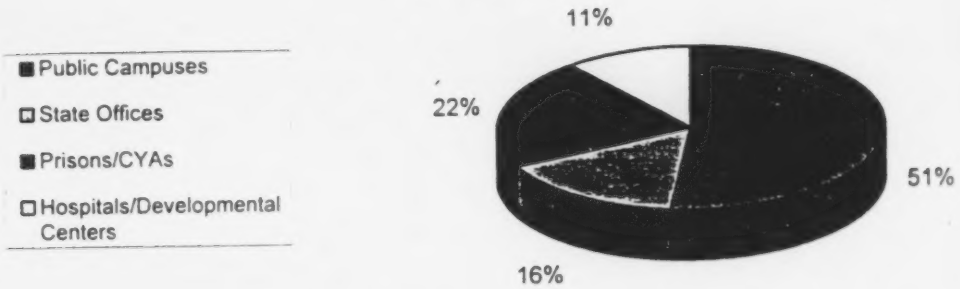
*(population based extrapolation) This data is for fiscal year 1992/93 because 1993/94 school year population data from the three system offices was unavailable at the time this report was prepared. Recycling data for fiscal year 93/94 is still being received.

Waste Generation

According to recent waste generation estimates, California's public universities and colleges are by far the largest generators of solid waste within Project Recycle's purview (see Chart 1). Staff estimates the total amount of solid waste generated at these campuses is estimated to be over **400,000** tons/year. These estimates are based on waste generation rates of 821.25 lbs./student/year at universities, and 179 lbs./student/year at community colleges (Resource Recycling Magazine, Sept., 1994).

CHART 1

ESTIMATED SOLID WASTE GENERATION BY STATE FACILITY TYPE*



*(population based extrapolation)

Waste Reduction and Recycling

Waste reduction and recycling at universities and colleges reported to Project Recycle increased from **2,882 tons** in FY 1992/93 to **10,874 tons** in FY 1993/94. This increase is due primarily to increased diversion at reporting campuses, rather than an increased number of campuses reporting. In FY 1992/93, 19% of California's public campuses reported diversion to Project Recycle. In FY 1993/94, this number increased to 22% while diversion more than tripled.

Recycled Product Procurement

Recycled product procurement varies widely from campus to campus and from system to system. In Calendar Year (CY) 1993, approximately 25.4% (over $800,000) of the CSU's total reported purchases were made with recycled materials. In FY 1993/1994, the UC spent $4.917 million on recycled paper alone. California Community Colleges have no system-wide recycled product purchase reporting requirements.

This report responds to the committee's request and describes: **(I)** Existing conditions at colleges and universities, **(II)** Barriers to solid waste reduction and product procurement, and **(III)** Suggested Board campus assistance strategies.

I. EXISTING CONDITIONS

A. WASTE GENERATION

Solid waste disposal is measured in different ways at different campuses, and the types of materials generated vary depending on differences such as academic emphases, residential vs. commuter campuses, etc. For consistency, staff used the population-based extrapolation described in the Executive Summary to determine waste generation. While this estimation appears high when compared to specific campuses that have accurate generation data, it is useful in prioritizing campuses for assistance based on relative amounts of solid waste generated.

The total amount of materials generated at universities and colleges is estimated at **403,226 tons** annually. For campus specific waste generation data, see Appendix 1.

There are a wide variety of materials generated by these campuses. Sources of discarded materials include vehicle fleets, residence halls, large landscaped areas, cafeterias and other food services, construction and demolition projects, office buildings, labs, and sometimes large agricultural areas. While the percentages of materials generated are different than most cities and the amount of each material generated varies from campus to campus, virtually every material generated by a typical city is generated at these campuses.

In some communities, a college or university may be the largest generator of solid waste. For example, according to the recycling coordinator at the University of California, Santa Cruz, it has been estimated that their campus generates as much as 10% of the materials disposed of in the local landfill.

B. WASTE REDUCTION PROGRAMS

The generation of materials is often tied to certain activities, and authority to implement waste reduction and recycling programs is dependent on the sector of the campus where the materials are generated. Implementation of diversion programs is often best approached by campus sector.

Some of the materials recovered at these institutions include:

- various grades of paper
- beverage containers
- steel cans
- ferrous and non-ferrous scrap metals
- aseptic packaging
- plastics
- food waste
- landscape waste
- manure
- textiles
- mattresses
- laser toner cartridges
- electronic equipment
- fluorescent bulbs
- furniture
- tires
- motor oil
- antifreeze
- vehicle batteries
- freon
- solvents
- pallets
- construction and demolition debris

Many other materials are recovered on a smaller scale. While no one California campus is recovering all of these materials, some are close and the potential exists for all of them to recover most of these materials. A description of materials collected at each campus can be found in Appendix 2.

Typically, recycling programs are first initiated by students for paper and/or beverage containers and additional materials are added later. These efforts are usually limited by constraints in labor (particularly at community colleges and commuter campuses) and authority. In the past two years, several campuses have hired full-time Recycling Coordinators, and some have transferred recycling programs to facilities management. Most campuses have increased the number of material types diverted, including larger waste stream components, such as corrugated cardboard, demolition waste and landscape wastes. Diversion rates vary greatly, ranging from less than 1% to claims of over 45%.

1. Board Assistance

Project Recycle's assistance program for California public colleges and universities includes:

- Technical assistance (including site visits, visual waste audits, troubleshooting, etc.);
- Waste prevention and recycling training;
- Providing desk-top recycling containers and fire-safe, 20 gallon paper collection containers with appropriate labeling;
- Brochures on waste prevention, reuse, recycling and composting;
- Information on organizations and companies that collect recyclable materials;
- A computerized recycling data tracking system;
- A guide to purchasing high quality, low cost, remanufactured laser toner cartridges;
- Laser toner cartridge recycling; and
- Referral to many other Board assistance programs.

Board staff are currently actively involved in networking with California campuses through an internet **e-mail** newsgroup, called Calcrc-l. By using this method to provide technical assistance, staff can provide information to a large and receptive audience with each query. For example, by answering a question through this system from one campus regarding fire-safe recycling containers, all of the participating campuses are provided this pertinent information.

Board staff are advising the California Collegiate Recycler's Technical Council, a recently formed technical council to the California Resource Recovery Association.

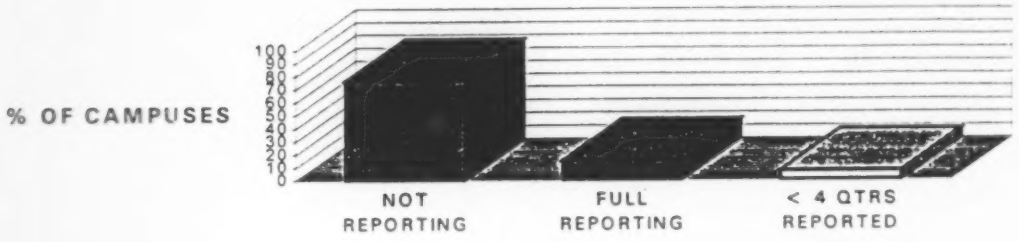
Also, Board staff have conducted several workshops to assist campuses in their diversion efforts. Most of this assistance was directed towards universities. However, staff is renewing its efforts at community colleges.

2. Data Reporting

Due to a incomplete reporting to the Board by many campuses, it is difficult to determine the extent to which Board assistance is helping in their diversion efforts. Chart 2 shows the percent of campuses reporting the amounts recycled during Fiscal Year 1993/94.

Chart 2

PERCENTAGE OF UNIVERSITIES AND COLLEGES REPORTING TO PROJECT RECYCLE FOR FISCAL YEAR 1993/94



Campuses with full-time coordinators typically provide more complete and consistent reports to Project Recycle.

3. University and College Assistance to Local Jurisdictions

Universities and colleges often provide assistance to local jurisdictions in their efforts to educate the public about waste reduction and help meet waste reduction goals. Board staff is promoting these efforts by facilitating communication of success stories between California campuses and working with the Board's Office of Local Assistance to make local governments aware of college and university programs. Some examples of these campus programs include:

Waste Generation Studies
UC Davis
UC Los Angeles
UC Riverside
Humboldt State
CSU Fullerton
Sacramento State
Cal Poly San Luis Obispo

Community Waste Reduction Education
Humboldt State
San Francisco State
San Jose State
Long Beach State
Cal Poly Pomona

Compost Demonstration Sites
San Francisco State
Humboldt State
Sacramento State
CSU Fullerton
Cal Poly Pomona
UC Davis
UC Santa Cruz

Community Collection, Drop-off or Redemption Programs
Humboldt State
Sacramento State
Fresno State
Long Beach State
UC San Diego
UC Berkeley
West Valley College
Orange Coast College

Integrated Waste Management Extension or Education Programs
UC Davis
UC San Diego (discontinued)
UC Berkeley
UC Los Angeles
Cal Poly Pomona
San Francisco State
San Jose State
CSU Fullerton
Cal Poly San Luis Obispo
CSU Hayward

C. RECYCLED PRODUCT PROCUREMENT

1. Procurement Legislation

Current legislation affecting the procurement of recycled products by campuses varies depending on the university or college system. (For a complete copy of codes applying to waste reduction and the procurement of recycled products by California university and college systems, as well as those mandating Project Recycle, see Appendix 3). The following section summarizes major legislation and policies concerning recycled product procurement within each campus system.

Note: Technically, the University of California and the California Community College systems are not considered State agencies. Therefore, legislation directed at State agencies does not affect these systems.

University of California (UC)
Public Contract Code (PCC) section 10507.5 requires the UC to provide a report to the Legislature, the Governor and the Board on purchases of recycled paper. No preference is required for recycled paper or other recycled products. PCC 10507.7 states that all purchases over $50,000 must be awarded to the lowest bidder, eliminating price preferences for recycled products for those purchases. Purchases below this amount can include preferences.

Executive Order W-7-91 encourages the UC to adopt procurement policies similar to those outlined in the order (see Appendix 4)

There are no other statutory requirements placed upon the UC.

California State University (CSU)
PCC section 10860 requires the CSU to:

- Provide a purchase preference for recycled paper products
- Meet specific recycled paper product procurement goals
- In consultation with the Department of General Services (DGS) and the Board, review procurement policies and make recommendations for revisions of those policies if goals are not met.

PCC Section 12162(g) requires all state agencies to:

- Report to DGS on progress in meeting recycled product procurement goals
- Submit to DGS a detailed plan to meet recycled product procurement goals

Executive Order W-7-91 encourages "State College Systems" to adopt procurement policies similar to those outlined in the order. This is apparently directed at the California State University System. Technically, there is no "State College System" in California.

California's Community Colleges
California's Community Colleges have no specific system-wide mandates to procure or track the purchase of recycled products.

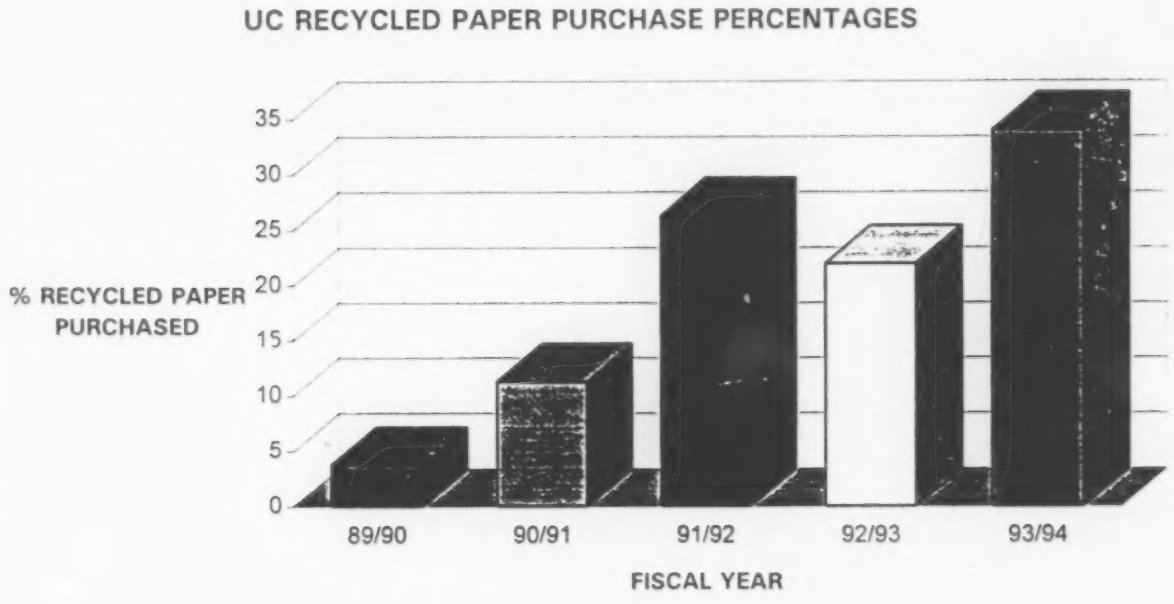
2. Other Pertinent Legislation

In January 1994, Assembly Bill 1191 went into effect removing the $100,000 cap on the delegated purchasing authority for UC and the CSU for all purchases except in the area of electronic information products and services. This means that campuses within these two systems are not required to buy the vast majority of the products they purchase through the Department of General Services, Office of Procurement. Because of this, tracking of purchases at the individual universities would be necessary to effectively track recycled product purchases by the State as a whole.

3. Procurement Activities

The UC is only required to report on paper. However, the recycled paper product purchases from the nine UC campuses in FY 1993/94 was almost $5 million (see Chart 3). Since the UC began reporting recycled paper product purchases in FY 89/90, the percentage of recycled paper purchased increased from 3.8 % in FY 89/90 to 34% in FY 93/94.

Chart 3

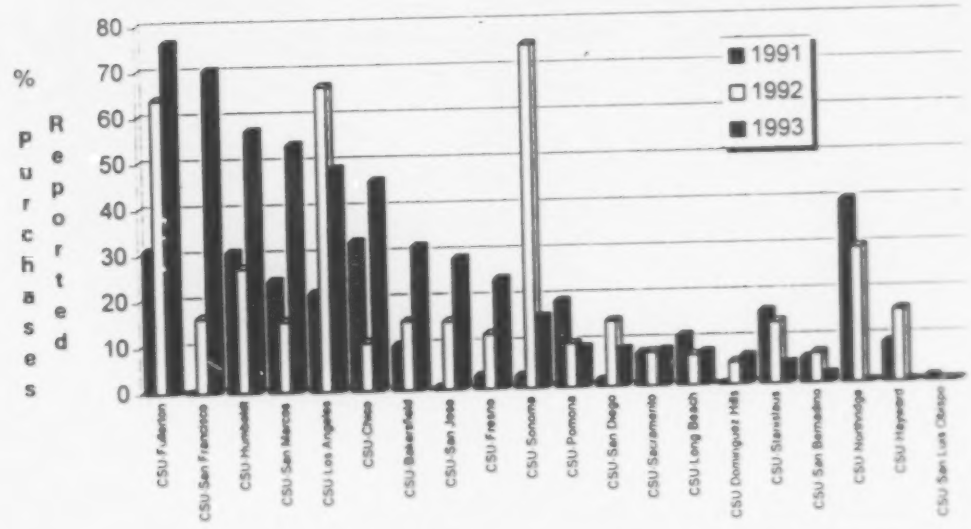


Source: University of California Report on Recycled Paper Products Utilization

The purchase of recycled products, like campus waste reduction, varies from system to system and from campus to campus. In 1993, reports to the Legislature on recycled product purchases from CSU campuses show a range from over 70% of total reported purchases at CSU Fullerton to less than 2% at CSU San Bernadino, with three campuses not reporting (see Chart 4). Significant changes in recycled content product purchases in a one year period often indicates a change in purchasing personnel or a contract change for a major commodity such as paper.

Chart 4

1991/92/93 CALIFORNIA STATE UNIVERSITY RECYCLED PRODUCT PURCHASE PERCENTAGES*



*SOURCE: CSU RECYCLED PRODUCT REPORTS TO THE LEGISLATURE, 1991-93. A PERCENTAGE OF 0 INDICATES THAT NO REPORT WAS PROVIDED

II. BARRIERS TO CAMPUS WASTE REDUCTION AND RECYCLED PRODUCT PROCUREMENT

Although almost all California campuses have some sort of recycling and recycled product procurement programs, the scope and effectiveness of campus waste reduction and recycled product procurement programs vary greatly. Based on staff's experience and discussions with campus waste reduction and purchasing representatives, the major barriers by system are as shown below in Table II.

TABLE II

Major Barriers to Waste Reduction

	UC	CSU	CC
1. Insufficient Mandates	X	X	X
2. Lack of Policy/ Management Support	X	X	X
3. Lack of "How To" Knowledge	X	X	X
4. Lack of Funding or Budget Line Item		X	X
5. Insufficient Reporting of Recycling Activities	X	X	X
6. Unaware of Potential Economic Benefits	X	X	X
7. Coordinator Turnover (Primarily Students)		X	X
8. No Waste Reduction Coordinator		X	X
9. Large Workload	X	X	X
10. Insufficient Collection Services	X	X	X
11. Insufficient Monitoring of Disposal Costs	X	X	X
12. Unavailability of Cost Benefit Studies	X	X	X

Major Barriers to Recycled Product Procurement

	UC	CSU	CC
1. Insufficient Mandates	X		X
2. Lack of Policy/ Management Support	X	X	X
3. Lack of Knowledge of Recycled Product Sources	X	X	X
4. High Price of Certain Recycled Products	X	X	X
5. Insufficient Tracking of Recycled Product Purchases	X	X	X
6. Unaware of Economically Competitive Products	X	X	X
7. Lack of Training for New Procurement Officers	X	X	X
8. No Recycled Product Advocate in Purchasing	X	X	X
9. Large Workload	X	X	X
10. Quality Stigma	X	X	X
11. Purchasing Delegated to Departments	X	X	X
12. Unavailability of Cost Benefit Studies	X	X	X

III. BOARD ASSISTANCE STRATEGIES

A. WASTE REDUCTION ASSISTANCE STRATEGIES

NOTE: Because lack of knowledge is only one barrier to the implementation of a successful waste reduction and recycled product procurement program, the provision of a "How-to" guide and/or video is only one component of the assistance strategies developed by staff.

BARRIER (1) *Insufficient legislative mandates*

STRATEGY A: Show potential economic benefits to both system and campus administrators through existing examples of success stories.

STRATEGY B: Provide examples of increased disposal costs where programs were not supported.

STRATEGY C: Develop proposed legislation requiring the UC, CSU and Community College Campuses to meet specific waste reduction goals and periodically report on progress toward those goals.

BARRIER (2) *Lack of policy/management support at campuses*

STRATEGY A: Elevate to campus and system administrators the issue of disposal costs and the potential for cost avoidance through diversion. Many campuses and system administrators are relatively unaware of disposal cost trends and the potential for cost avoidance.

STRATEGY B: Stimulate competition between campuses by distributing waste reduction charts to campus administrators, faculty and students showing the various levels of diversion within each campus system. This strategy has already shown some promise with regard to recycled product procurement (see chart 3). Staff hopes to create the same type of competition between campuses with regard to waste diversion. Improved reporting will be necessary to accurately use this method, however, improved reporting may be facilitated through this strategy as well.

BARRIER (3) *Lack of "How-to" knowledge*

STRATEGY A: Distribute model university "how-to" guide and video to all public universities and colleges as assistance tools. These were developed as part of a Board Interagency Agreements with Cal State San Marcos, San Francisco State University, and Humboldt State University. Most of the university campuses are aware of the model program deliverables and are awaiting their delivery. The community colleges are currently less aware of these products.

Promotion methods for the "How-to" guide and video could include:

1. Supply the products to staff's campus waste reduction contacts. These are all people managing or promoting waste reduction and recycled product procurement at California campuses, ranging from student activists to an Executive Vice President.

2. Community college campuses could be made aware of the guide and video through a letter from the Community College Chancellor. The Chancellor's Office has allowed staff to provide assistance information in this manner in the past.

3. Announcements of the availability of the guide and video could be made through the university recycling e-mail network.

4. The products could be offered at workshops, seminars and conferences. The CSU and UC campuses have verbally committed to convening annually on waste reduction issues;

5. The products could be made available by the model campuses themselves.

6. The products could be provided to the Board's Office of Local Assistance for distribution.

STRATEGY B: Continue to facilitate networking between campuses via the Internet, workshops and conferences and referrals by CIWMB staff. Many campus recyclers are communicating with each other and campuses around the world via the Internet. This is already proving to be very helpful. Staff currently has over 40 California campus recycling e-mail contacts and the list grows daily. There is now an e-mail list-server at UC Davis through which California campuses can send information and queries to all other participating California campuses. By communicating with each other, campus waste reduction coordinators can learn valuable tips and avoid "re-inventing the wheel".

STRATEGY C: Develop a matrix with campus data to allow staff to better analyze successes and assistance needs in specific areas of waste reduction. For example, if Ag School "A" is disposing manure and Ag School "B" is diverting manure, methods used at Ag School "B" could possibly be employed at Ag School "A". Information may take longer to get from community colleges due to the number of campuses involved and a lack of reliable contacts at many of these campuses.

STRATEGY D: Assist campuses with existing programs to become more comprehensive. Although staff has yet to come across a campus with no recycling whatsoever, most are not meeting the goals required of local jurisdictions. A 25% or 50% diversion rate will not be met by recycling bottles and cans alone. There will always be room for improvement.

BARRIER (4, 6 and 11) *Lack of funds/budget line item*

Lack of awareness of potential economic benefits

Insufficient monitoring of disposal costs

STRATEGY A: Work with the system offices to be sure they are aware of the assistance we provide and the potential economic benefits of solid waste diversion. Humboldt State University submitted a funding proposal to the CSU Office of the Chancellor in which avoided disposal costs would be re-directed into waste reduction. This funding proposal was approved by the CSU Office of the Chancellor. Similar proposals from other universities and colleges might also be approved. Budget line items could be created once the full benefits of these programs are understood.

STRATEGY B: Emphasize and promote cost effective programs. Staff will provide to campuses examples of programs that have been shown to increase cost avoidance and recycling revenues.

STRATEGY C: When promoting programs that provide immediate cost savings, such as grasscycling or the reduction in garbage service, encourage facilities management to reinvest the savings into waste reduction within the same fiscal year. This could keep savings from being seen as surplus, cut out of a budget or redirected into unrelated areas.

BARRIER (5) *Insufficient reporting of recycling activities*

STRATEGY A: By redirecting existing program staff resources, ensure that every public college and university reports to Project Recycle information regarding the amounts of materials recovered. In the past, much policing was required to obtain this information. Due to the excessive workload and the number of requests for assistance in the past, staff has been reactive rather than proactive in campus efforts. With more staff resources assigned to the campuses, we will be able to be more proactive.

STRATEGY B: Present Project Recycle's assistance program and reporting requirements at regular meetings of campus staff representatives. For example, staff recently discovered that there are regular meetings in Southern California of Community College District Business Managers representing 70% of the system's population.

STRATEGY C: Continue to provide to California campuses the computerized recycling data management system developed by staff. This easy to use spreadsheet template is available in both IBM and Macintosh compatible formats and has a successful track record.

BARRIER (7, 8 and 9) *Waste Reduction Coordinator turnover*
No Waste Reduction Coordinator
Large Workload

STRATEGY A: Send a letter to campus administrators identifying the fiscal benefits of waste reduction and provide examples to show the benefits of hiring full-time waste reduction coordinators.

STRATEGY B: Focus on obtaining staff and faculty contacts where full-time waste reduction coordinators have not been hired.

STRATEGY C: Develop reliable contacts at campuses where we have none. These are primarily community colleges and colleges and universities where student coordinators have moved on.

BARRIER (10) *Insufficient collection services*

STRATEGY A: Help campus collection supervisors network with campuses with more successful, streamlined collection staff.

STRATEGY B: Promote positive feedback systems from waste reduction coordinators to collection staff.

STRATEGY C: Provide campus coordinators with contacts to full service collection organizations where available.

BARRIER (12) *Unavailability of cost-benefit studies*

STRATEGY A: Refer campus contacts to other campuses that have completed cost-benefit studies for specific waste reduction programs. For example, San Francisco State University completed a cost benefit study showing plain-paper facsimile machines to be preferable to those using thermally treated paper, a common recycling contaminant. This and other studies can be shared between campuses.

B. RECYCLED PRODUCT PROCUREMENT ASSISTANCE STRATEGIES

Note: While Project Recycle staff does actively promote the procurement of recycled products with contacts at California colleges and universities, the responsibility and authority to assist campuses in this area lies with another part of the Board, the Buy Recycled Program Section, of the Waste Prevention and Markets Development Division. This section of the report was developed in a collaborative effort between Project Recycle and the Buy Recycled Program Section.

BACKGROUND

Assembly Bill (AB) 11, 1993, Eastin, revised previous legislation (AB 4, 1989, Eastin) which required all State agencies to attain recycled content product (RCP) procurement mandates. The entire CSU system is considered a state agency, and as such, is required to attain the RCP procurement goals and comply with the reporting requirements. Community Colleges are exempt from complying with the program requirements as they are not considered a State agency.

As with the community colleges, the UC system is not considered a state agency, and therefore is not required to comply with the AB 11 mandates. There are minimal reporting requirements for recycled content paper purchases made by the UCs contained in AB 4. Recent discussions with UC and Community College staff indicate they are considering increasing their respective RCP procurement activities on a voluntary basis.

While the RCP procurement goals enacted by AB 4 remain virtually unchanged in the revised AB 11 procurement goals, the Board is playing a more prominent role in facilitating the State agencies' compliance with the mandates.

BARRIER (1) *Insufficient Mandates*

This is true primarily for the UC and Community College systems. Neither of these systems have been required to meet goals for specific recycled products or materials. The CSU has mandated goals and reporting requirements, however there are no penalties if this mandate is not fulfilled.

AB 11 left the mandated RCP procurement goals virtually unchanged from those enacted by AB 4 in 1989. The following goals are to be attained by each State agency, department, board, commission etc., including the CSU system:

- By January 1, 1994, at least 15%, and by January 1, 1996, at least 25% of the total fine printing and writing paper purchased or procured shall be recycled fine writing and printing paper.
- By January 1, 1994, at least 40%, and by January 1, 1996, at least 50% of the total dollar amount of paper products purchased or procured shall be recycled paper products.
- By January 1, 1996, at least 20%, and by January 1, 1998, at least 30%, and by January 1, 2000, at least 50% of the total dollar amount of purchases made by each State agency shall be recycled product purchases. The purchases must be made from within the ten product categories identified in the statute.

The University of California (UC) and Community College systems are not required to attain all of the RCP procurement mandates as are each of the other agencies (including the California State Universities). PCC section 10507.5 encourages the University of California to increase the purchase of recycled paper products and to annually report to the Legislature, Governor, and the Board on the recycled content paper products purchased. The UC system and the Community Colleges are further exempted from attaining the procurement mandates as they are not defined as a State agencies.

STRATEGY A: Develop proposed legislation similar to AB 11 requiring the UC and Community Colleges to meet the same reporting and RCP procurement goals as state agencies. This has been suggested by some members of the CRRA Collegiate Recyclers Technical Council.

STRATEGY B: Use the State Agency Buy Recycled Campaign (SABRC) to inform campus procurement officials and departments of existing mandates. The Board, with assistance from DGS and the Department of Conservation (DOC), has created the SABRC designed to inform the agencies of their requirements under the law. The SABRC also provides assistance towards attaining the mandated RCP procurement goals by providing sources of RCPs, defining terms, and providing tracking and reporting processes. The Board took the lead in conducting six training sessions for State agencies in October and November, 1994. **Over six-hundred persons attended the sessions, with approximately twenty percent of those from Colleges and Universities.**

Board staff mailed an update letter to a SABRC contact person at each reporting department, agency, and the CSU Trustees Office. The letter provided them with updated information and reminded them of the January 31, 1995 due date for the first recycled product procurement Planning Document. The UC Chancellors Office and the Board of Governors, Community Colleges were also provided with information regarding the SABRC to keep them informed of RCP procurement activities at the state level. Additional updates will be sent to the contact person at each reporting agency approximately each quarter. The next update will be in March and will include information gathered from two meetings with DGS and regarding a free automated RCP procurement tracking program.

While it is true that there are no specified penalties for departments or CSUs not complying with the mandates, staff believe that with the increased attention being paid to the program by the Board, the compliance rate will dramatically increase.

BARRIER (2) Lack of Policy/ Management Support

The UC, CSU, and Community College System offices currently tend to minimize directives from their offices to the individual campuses.

The CSU has specific mandates for reporting recycled product purchases and goals to meet. Several memorandums outlining these mandates have been sent from the CSU Chancellor's Office. Nonetheless, many campuses are not actively pursuing the procurement of recycled products, and some still are not reporting.

Staff experience has been that campuses tend to respond more quickly to directives handed down from the head of the individual campus administration. In cases where support has been shown both verbally and fiscally, programs for recycled product procurement and waste reduction have done very well. This support more often seems to occur because of an "environmental ethic" within the administration, or an awareness of the campus role in community efforts, rather than an awareness of potential avoided disposal costs.

STRATEGY A: Conduct campus-specific training sessions. Included among the handouts provided at the six SABRC training sessions, was a sample policy statement which could be used by departments or college campuses. Board staff are planning campus-specific training sessions beginning in the Spring of 1995. Management from the CSU Office of the Chancellor's and Board of Trustees, the UC 's Office of the President and Board of Regents, the Community College Office of the Chancellor and Board of Governors, and from individual campuses will be encouraged to attend. At those meetings, the sample policy statement will be reviewed.

Board staff may also highlight the sample policy statement in the SABRC update mailing scheduled for March, 1995.

BARRIER (3) Lack of Knowledge of Recycled Product (RCP) Sources

Because procurement officers and buyers often don't have time to research sources of recycled products, many don't know what's available.

STRATEGY A: Promote "Buy Recycled" guidance documents at campuses. The Board purchased 120 copies of the Official Recycled Products Guide (RPG) and distributed one copy free of charge to each State department, including one each to the CSU Trustees Office, the UC Chancellors Office, and the Board of Governors, Community Colleges. Additional copies may be purchased through the Board at a half-price rate of $87.00 per copy. In addition, for each recipient of the RPG, the Board negotiated one free hour of access to the RPG's RecycleLine. RecycleLine is an on-line electronic bulletin board system providing simple, instant access to RCPs.

Also made available at each of the workshops were copies of DOC's Market Watch, which lists suppliers of RCPs. The "Buycycle" publication was also provided to attendees at the six workshops on the SABRC. This publication advertises approximately fifty additional guides to RCP information. Board staff will continue to remind campuses of the availability of these guides at follow-up meetings.

STRATEGY B: Inform California campuses of the availability of the RPG and Market Watch through the California Collegiate Recycling Coalition's internet e-mail group, Calcrc-l.

STRATEGY C: Refer CSUs to DGS for RCP availability. DGS is charged with providing departments and CSUs with increased access to RCPs. They also must be able to inform buyers whether the products being purchased are RCP's or not. The UC purchases products through DGS as well. Once DGS has successfully implemented this system, access to RPCs will increase dramatically. One factor which may affect the awareness of the UC and CSU of RPCs available from DGS is the January 1st, 1994 removal of the spending cap on the system's delegated purchasing authority. RPC availability from DGS will not affect products purchased by the UC or CSU directly.

BARRIER (4) *High Price of Certain Recycled Products*

While recent legislation has encouraged and in some cases mandated the purchase of recycled products, procurement officers are often reluctant to specify recycled products because frequently they are perceived as "always" more expensive. While in many cases this is true, in many it is not. Recycled paper bathroom products, for example, are usually cheaper than virgin paper bathroom products.

STRATEGY A: Promote RCPs that are cost-competitive. Many RCPs' *are* less costly than comparable virgin products. RCPs such as retreaded tires, automotive lubricants, many janitorial paper products, latex paint, compost and organic products, are currently very price competitive with their virgin counterparts. Procurement activities should be focused on these product categories to attain the procurement mandates and to save campuses money.

Many other RCPs may be found to be less expensive at times, while not at others. The price of envelopes, business cards, index cards, and many grades of printing and writing papers fluctuate back and forth. The price depends on numerous factors which are out of our control. With increased familiarity of the RCP vendors, buyers will have more immediate access to pricing information and will be better able to identify the best timing for an RCP purchase if price is fluctuating.

The AB 4 and AB 11 Legislation is considered market development legislation. The statute is designed to increase public agency procurement of RCPs. With the increased demand for RCPs, it is expected that availability will increase. Once experience is gained with RCPs, the comfort level and confidence in them will increase. These factors will lead to increased production of RCPs, and, in time, will result in decreased price for many categories of RCPs.

BARRIER (5) *Insufficient Tracking of Recycled Product Purchases*

At most UC and California Community College campuses, there is a lack of tracking mechanisms for recycled products. There is no "recycled" check box on most requisition forms, and no computer tracking system for recycled product purchases. In addition, recycled products such as bathroom paper products or steel products which have been purchased by campuses for years are often not identified by the manufacturer as recycled.

STRATEGY A: Promote the use of manual and automated tracking systems provided by the Board's Buy Recycled Section. Included in the SABRC packet are forms which may be used to manually track and record product purchases and generate the figures used in the planning and

reporting documents. This packet was available at each of the six training sessions and has been mailed upon request to many of the college and university campuses.

Campuses are encouraged to modify any existing automated program they may be currently using so that it is capable of tracking RCP purchases. In many cases, it will be feasible to modify an existing program. If it is not, the Board is providing to each campus a free automated program on diskette to enable the campuses to track, record, and report RCP procurement activities.

The automated tracking program will be based on a run-time version of FoxPro which is contained on the diskette. The program will enable the CSU Office of the Chancellor to collect procurement data from buyers at the multiple campuses and other facilities, merge the data into one file, and simply mail the disk to the Board. Almost all of the campuses have expressed interest in using this program. It is hoped that the program will be widely used and will greatly improve the efficiency of reporting and the accuracy of the data gathered.

BARRIER (6) *Unaware of Economically Competitive Products*

There is still a common misconception that recycled products are "always" more expensive. When an economically competitive product is successful at one campus, the information is not often transferred to other campuses.

STRATEGY A: Develop systems to promote economically competitive RCPs. In addition to those strategies indicated in Barrier 3 above, Board staff have brought to the attention of campus buying staff price-competitive RCPs through the SABRC training sessions. This has been accomplished by a list of twelve RCP's in the SABRC packet which are currently available which cost less than or equal to comparable virgin products. Also available at the six training sessions, and currently available upon request, is a handout listing twelve RCPs with prices indicating price savings over comparable virgin products.

Board staff are examining several automated systems to disseminate RCP information to campuses, as well as to State departments and agencies. Several options exist including: manipulating the Board's FoxPro based tracking and reporting program; providing access to the Official Recycled Products Guide (RPG) RecycleLine; providing access to Department of Conservation's (DOC) Infocycle; or creating a new system.

With the increased exposure to RCPs, RCP vendors and suppliers, price information will become increasingly available. It is expected that, due to the increased procurement of RCPs, the price of some RCPs, currently more expensive, will soon become more competitive. Again, increased exposure to and experience with RCPs will lead to greater familiarity of the pricing structure.

BARRIER (7) *Lack of Training for New Procurement Officers*

Each time a new person is hired to fill the role of procurement officer, training is needed to make that person aware of any mandates, preferences, policies, tracking requirements and product availability with regard to recycled products. There is no such training program.

STRATEGY A: Continue to promote the availability of Board assistance. With the implementation of the SABRC, many campus buyers attended one of the six training sessions. At the sessions they had the opportunity to discuss relevant issues regarding price, quality, and

availability of RCPs. They also were informed of the mandated RCP procurement goals and the planning and reporting requirements.

Because annual planning and reporting documents are to be submitted to the Board, communication with the campuses should be maintained. While no future large-scale training sessions are being planned by Board staff, follow-up meetings are ongoing. Board staff has contacted the Board of Trustees office and Board of Regents office and will always be available for consultation or follow-up training sessions.

BARRIER (8) *No Recycled Product Advocate in Purchasing*

If a procurement officer is not an advocate of the purchase of recycled products, that person is not likely to put forth effort to procure recycled products unless a directive is handed down from a higher authority.

STRATEGY A: Create advocates from existing procurement staff by providing information on RCPs. Board staff believe that, as a result of the training sessions and the information disseminated to date, many more purchasing officials are becoming RCP advocates. The increased exposure breeds familiarity and that in itself will lead to less resistance to the procurement and use of RCPs.

During the training sessions and follow-up meetings, a substantial amount of time was spent attempting to dispel myths regarding price, quality, and availability of RCPs. Feedback from the meetings indicates they were successful in overcoming some of the preconceived notions and antiquated beliefs regarding RCPs. Particularly when combined with opportunities for cost-savings, RCPs will gain advocates as unfamiliarity and preconceptions are replaced with practical experience and success stories.

BARRIER (9) *Large Workload*

Most procurement officers and buyers at California's universities have a very difficult time keeping up with their workload (particularly in light of budget cuts in recent years). A buyer with a stack of orders to fill is much more likely to get price quotes from companies the buyer knows than to research new sources.

STRATEGY A: Promote the use of automated tracking systems. As with any new program, workload will be an obstacle as long as the program is considered new. Once staff has resolved that the requirements and the program are not going to disappear, they will be more inclined to attain compliance. In addition to gaining advocates of the SABRC due to the environmental aspects of the program, much support can be obtained from the campuses through the automated programs being provided by the Board. The tracking and reporting program being provided free of charge has applications appropriate for the campuses which are unrelated to the SABRC. There are data fields and attributes of the program which can easily be modified by the campuses to satisfy other applications, such as inventory control.

As we have experienced with DGS, many procurement offices still operate manually, using much paper and time needlessly. The option of converting to an automated system, particularly one which is easy to use and is provided free of cost, has been well received thus far. The

conversion to automation, while time-consuming during the transfer, will become very cost and time efficient in a very short time. Workload is decreased and acceptance of the program is increased.

STRATEGY B: Encourage the use of existing vendors, where applicable. Staff may recommend that some buyers not necessarily go to new vendors for RCPs. Many vendors whom they are currently doing business, may be able to provide RCPs while also satisfying other preference programs such as the Small Business Preference, Minority, Woman-Owned, and Disabled Veteran Owned Business Preferences. Vendors who may satisfy multiple preferences increase the attractiveness of their services and therefore, should be encouraged to increase their ability to provide colleges and universities with RCPs.

BARRIER (10) *Quality Stigma*

Many procurement officers still believe that recycled products are of a lesser quality then their virgin counterparts. An example can be found in the recent bleached paper report from a CSU in which it was reported that no reams of recycled paper were purchased but that 48,617 reams of "white first quality paper" were purchased. Procurement Officers want the people they are buying products for to be satisfied with their purchases, and don't have the time to locate a recycled product and verify with the department or person ordering that the product is satisfactory.

STRATEGY A: Promote communication between campuses regarding RCPs. As mentioned above, much time was dedicated during the training sessions to overcoming myths regarding the quality of the modern-day RCPs. The issue is always discussed at follow-up meetings and discussions as this is something procurement staff are concerned about. Many colleges and universities do have recent experience with RCPs and staff hopes to obtain the ability to share these positive experiences with the other campuses. As was discussed in Barrier 3, an automated information exchange program is needed so that all campuses may have access to RCP information. This may be facilitated through the California Collegiate Recycling Coalition's internet e-mail group, Calcrc-l.

STRATEGY B: Encourage the procurement of RCPs to meet mandated goals. One of the primary incentives behind the SABRC legislation is to stimulate the procurement of RCPs by State departments and CSUs. With the mandate in place, these entities will have the incentive of complying with the law to buy RCPs. This initial activity will result in new exposure to and experience with RCPs. Board staff are confident RCPs will be attractive enough that RCPs will soon be sought after not as a means to attain compliance to a law but for the fact that the price, quality, availability, and environmental benefits they possess.

BARRIER (11) *Purchasing Delegated to Departments*

Many campuses allow purchases below a certain dollar amount to be handled by individual departments. In these cases, the procurement officer has little control over the purchasing decisions made by departments. The departments are often unaware of mandates or preferences. This makes all of the problems mentioned in this section more difficult to deal with.

STRATEGY A: Encourage and participate in training of department purchasing staff. For those campuses that delegate purchase authority to the individual departments on campus, the procurement officer must train department staff on these RCP procurement mandates. Board

staff are available to conduct follow-up training in such instances so that it is not the sole responsibility of the campus staff.

STRATEGY B: Encourage campus departments to use automated RCP information systems. It is also possible that, with the advent of an automated information system, the department personnel will have access to enough RCP information as to allow them to identify and procure at least a minimal number of RCPs. It may be necessary for the departments to target a few specific products.

STRATEGY C: Encourage procurement officers to centralize purchasing, where possible. A campus could attain the mandated goals by having the procurement officer, or someone in the central Business Services Office, make the necessary RCP procurements so that the departments need not be concerned with RCPs. If the procurement officer plans properly, they will know the dollar amount which must be spent on RCPs for the whole campus to be in compliance. It is also possible that they could then target particular products in sufficient quantities to attain compliance. That being the case, no other buyers or department staff need be concerned about RCPs unless they choose to do so.

BARRIER (12) *Unavailability of Cost Benefit Studies*

These studies are done on a product by product basis. Their is currently no mechanism for transferring the results of such studies to other campuses.

STRATEGY A: De-emphasize reliance by purchasing staff on cost-benefit studies. Because these studies are done on a product by product basis, and because price varies from time to time, by region, by vendor, by quantity ordered, with the addition of particular specifications, and by a number of other parameters, it is suggested that cost benefit studies not be relied upon. Price is an issue which will become better known as experience with the RCPs and the vendors increases.

The advent of the automated information system will greatly increase the availability of price information. Many campuses already have price information from their experience with RCPs. This data can be added to that which the Board, DGS, DOC, and the RPG has and, if updated on a regular basis, will be more than adequate for campus use. As was discussed in Barrier 6, price information will be increasingly available as purchases of the RCPs increases.

IV. SUMMARY AND CONCLUSION

California's public universities and colleges make up the largest generators of solid waste among State Facilities, with a total population of over 2 million people generating over 400,000 tons per year. This represents 51% of the waste generated by State-owned and leased facilities. In some instances they are the largest generators in a jurisdiction. While local jurisdictions have mandated goals to reduce solid waste there are currently no specific mandates requiring these institutions to divert solid waste from landfills. Current diversion rates range from less than 1% to 45%. Diversion reporting from these institutions is incomplete, especially from the Community College System. Diversion reporting has increased from 2,801 tons in FY 1992/93 to 10,874 tons in FY 1993/94, with data still being received for FY 1993/94. Successful campus diversion programs could significantly help local governments meet their diversion goals. Campuses generate and have reported the diversion of a large number of material types. However, there is still much room for improvement in diversion and reporting by California's campuses.

Major barriers to the implementation and reporting of diversion activities include:

- Insufficient administrative support, policies, mandate, and funding;
- Insufficient knowledge of waste reduction methods and benefits, and;
- lack of full-time coordinators.

Major strategies to increase campus waste reduction include:

- Informing campus and system administrators of the economic benefits of waste reduction;
- providing a "How To" guide and video to all California campuses;
- Promoting networking through the campus recycler's e-mail network, and;
- Stimulating competition between campuses.

California's universities and colleges also represent large procuring organizations. California State Universities have specific mandated recycled product procurement goals and reporting requirements. The University of California has a specific mandated goal to report recycled paper product purchases. California Community colleges have no specific mandated requirements regarding recycled product procurement. Reported purchases of recycled products by CSU campuses has increased from 13.1% in Calendar Year 1991 to 24.6% in Calendar Year 1993 . Individual campus purchases of recycled products in Calendar Year 1993 range from less than 2% to over 76%. Recycled paper purchases by the UC system have increased from 3.8% in FY 1989/90 to 34% in FY 193/94. Percentages for individual campuses vary greatly. Overall, there is much room for improvement in the recycled product purchasing and reporting by California public universities and colleges.

Major barriers to the procurement of recycled content products by California public universities and colleges include:

- Insufficient knowledge of sources, prices and quality;
- Insufficient mandates, policies and administrative support;
- Decentralized purchasing, and;
- Large workload of purchasing officers.

Major assistance strategies to increase campus recycled content procurement include:

- Encouraging campus participation in the State Agency Buy Recycled Campaign;
- Promoting the use of "Buy Recycled" guidance documents;
- Promoting the use of automated tracking systems provided by the Board's Buy Recycled Program, and;
- Using the existing campus recycling coordinator e-mail network to promote the purchase of recycled content products.

Staff believes that the use of many of the strategies suggested in this report could have a significant positive effect on these campuses. Staff looks forward to further assisting California's public campuses increase solid waste diversion and recycled product procurement.

APPENDIX 1

ESTIMATED WASTE GENERATION* AND DIVERSION RATES FOR CALIFORNIA PUBLIC UNIVERSITIES		
Fiscal year 1993/94		
(*All waste generation is based on generation rate of 821.25 lbs./student/year - Resource Recycling Magazine, Sept., 1994)		
	Student	Est. Gen/yr
CSU Campus	Population	(tons)
San Diego	30,887	12,682.97
Long Beach	30,071	12,347.90
San Jose	29,626	12,165.18
Northridge	29,092	11,945.90
San Francisco	26,530	10,893.88
Sacramento	24,468	10,047.17
Fullerton	24,411	10,023.77
Los Angeles	19,403	7,967.36
Fresno	18,906	7,763.28
Pomona	18,298	7,513.62
San Luis Obispo	16,378	6,725.22
Chico	15,172	6,230.00
Hayward	12,986	5,332.38
San Bernadino	12,887	5,291.72
Dominguez Hills	10,477	4,302.12
Humboldt	7,854	3,225.05
Sonoma	7,403	3,039.86
Stanislaus	5,907	2,425.56
Bakersfield	5,435	2,231.75
San Marcos	1,904	781.83
TOTAL	348,095	142,936.51
	Student	Est. Gen/yr
UC Campus	Population	(in tons)
UCLA	36,366	14,932.79
UCB	30,372	12,471.50
UCD	23,302	9,568.38
UCSB	18,519	7,604.36
UCSD	17,956	7,373.18
UCI	16,950	6,960.09
UCSC	10,136	4,162.10
UCR	8,890	3,650.46
UCSF	3,756	1,542.31
TOTAL	166,247	68,265.17

ESTIMATED WASTE GENERATION* AND DIVERSION RATES FOR CALIFORNIA COMMUNITY COLLEGES

(*All waste generation is based on generation rate of 179 lbs./year/student - Resource Recycling Magazine, Sept., 1994)

COLLEGE	Student Population	Est. Gen/yr (in tons)		Student Population	Est. Gen/yr (in tons)
San Francisco, City College of	56,120	5,018.53	Merced College	11,011	984.6
Rancho Santiago College	49,792	4,452.65	Shasta College	11,007	984.3
Fullerton College	38,899	3,478.54	San Jose City College	10,676	954.7
San Diego Mesa College	32,119	2,872.24	Evergreen Valley College	10,629	950.5
Mt. San Antonio College	32,096	2,870.18	Moorpark College	10,585	946.5
Santa Rosa Junior College	30,433	2,721.47	Solano Community College	10,571	945.3
San Diego City College	25,460	2,276.76	Ventura College	10,256	917.1
Pasadena City College	25,054	2,240.45	Monterey Peninsula College	10,171	909.5
Palomar College	24,220	2,165.87	Irvine Valley College	10,171	909.5
El Camino College	23,878	2,135.29	Yuba College	9,960	890.6
Long Beach City College	23,109	2,066.52	Antelope Valley College	9,705	867.8
Orange Coast College	22,612	2,022.08	Desert, College of the	9,553	854.2
American River College	21,658	1,936.77	Victor Valley College	9,279	829.7
San Diego Miramar College	21,575	1,929.34	Sequoias, College of the	8,736	781.2
Santa Monica College	21,508	1,923.35	Ohlone College	8,571	766.4
Saddleback College	21,358	1,909.94	Skyline College	8,293	741.6
DeAnza College	21,097	1,886.60	Napa Valley College	8,274	739.9
Diablo Valley College	20,573	1,839.74	Contra Costa College	8,249	737.6
Santa Barbara City College	20,451	1,828.83	Los Angeles Harbor College	8,164	730.0
Cerritos College	20,303	1,815.60	West Los Angeles College	8,064	721.1
Riverside Community College	20,135	1,800.57	Los Medanos College	7,890	705.5
Sacramento City College	18,981	1,697.38	Cuesta College	7,394	661.2
Glendale Community College	18,736	1,675.47	Redwoods, College of the	7,239	647.3
Fresno City College	16,875	1,509.05	Imperial Valley College	6,994	625.4
Los Angeles Valley College	16,062	1,436.34	Hartnell College	6,666	596.1
Rio Hondo College	16,061	1,436.25	Mt. San Jacinto College	6,416	573.7
Southwestern College	15,856	1,417.92	Canada College	6,121	547.4
Los Angeles City College	15,617	1,396.55	Cerro Casa Community College	6,073	543.1
East Los Angeles College	15,178	1,357.29	Los Angeles Southwest College	6,037	539.8
Modesto Junior College	15,140	1,353.89	Los Angeles Mission College	6,035	539.6
Los Angeles Pierce College	15,010	1,342.27	Canyons, College of the	5,839	522.3
Allan Hancock College	14,964	1,338.16	Merritt College	5,612	501.9
Grossmont College	14,412	1,288.79	Oxnard College	5,529	494.5
Golden West College	14,230	1,272.52	Kings River Community College	5,425	485.1
Cypress College	14,127	1,263.31	Crafton Hills College	5,409	483.7
West Valley College	13,778	1,232.10	Compton Community College	5,199	464.9
Chaffey College	13,600	1,216.18	Las Positas College	4,736	423.5
Sierra College	13,445	1,202.32	Cuyamaca College	4,688	419.3
Bakersfield College	13,425	1,200.53	Alameda, College of	4,533	405.4
San Joaquin Delta College	13,092	1,170.75	Gavilan College	4,519	404.2
Los Angeles Trade-Technical College	13,005	1,162.97	Mendocino College	3,774	337.5
Foothill College	12,961	1,159.04	Siskiyous, College of the	3,483	311.5
Cabrillo College	12,812	1,145.71	Vista College	3,452	308.7
MiraCosta College	12,701	1,135.79	Lassen College	3,364	300.9
Chabot College	12,689	1,134.71	Porterville College	3,237	289.5
Coastline Community College	12,620	1,128.54	Columbia College	2,873	256.9
San Bernardino Valley College	12,393	1,108.24	Barstow College	2,533	226.6
Marin, College of	12,371	1,106.28	Lake Tahoe Community College	2,383	213.1
San Mateo, College of	12,075	1,079.81	Palo Verde College	1,621	144.9
Citrus College	11,781	1,053.52	Taft College	1,283	114.7
Cosumnes River College	11,780	1,053.43	Feather River College	1,165	104.2
Laney College	11,200	1,001.56	West Hills College	831	74.3
Mission College	11,174	999.23			
Butte College	11,151	997.18	TOTAL	1,426,940	459,068

BEST COPY AVAILABLE

Key: X = Diverted

NR = Not Reported

Materials Diverted By Campuses for Fiscal Year [illegible]

CAMPUS	# RPTS	CPO	WL	CL	OC	ONP	MIX	GTC	LTC	AL	GLASS	P.E.T.	PLSTCS	METALS	OIL	BTTRIES	ANTIFRZ	TIRES	BOOKS	PH BKS	MGZNS	YD WSTE	FD WSTE	C&	OTHER
CSU Campus																									
Bakersfield	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Chico	2	NR	X	NR	X	NR	NR	NR	NR	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Dominguez Hills	4	X	X	NR	X	NR	X	NR	NR	NR	NR	NR	NR	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Fresno	1	X	X	X	X	X	X	NR	X	X	X	NR	X	NR	NR	NR	NR	NR	NR	X	NR	NR	NR	NR	NR
Fullerton	4	X	X	X	X	X	X	NR	X	X	NR	NR	NR	X	X	X	X	X	NR	NR	NR	NR	NR	NR	NR
Hayward	4	X	X	X	NR	NR	X	NR	X	NR	NR	NR	NR	X	X	X	NR	X	NR	NR	NR	NR	X	NR	NR
Humboldt	4	X	X	X	X	X	NR	NRX		X	X	NR	X	X	X	X	NR	NR	NR	NR	NR	NR	X	NR	NR
Long Beach	1	X	X	X	X	X	X	NR	NR	X	X	X	X	X	NR	NR	NR	NR	X	X	X	NR	NR	NR	NR
Los Angeles	4	X	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Maritime Academy	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Monterey Bay	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Northridge	4	X	X	X	X	X	X	NR	NR	X	X	X	X	X	X	,(	X	NR	X	NR	NR	X	NR	NR	NR
Pomona	4	X	X	X	X	X	NR	NR	X	X	X	NR	NR	X	NR	NR	NR	NR	X	X	NR	X	X	NR	X
Sacramento	1	NR	NR	NR	X	X	X	NR	NR	X	X	NR	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Bernadino	4	X	X	X	NR	NR	X	NR	NR	X	X	NR	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Sa:. Diego	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	X
San Francisco	4	X	X	X	NR	NR	NR	NR	NR	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Jose	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Luis Obispo	4	X	X	X	X	X	X	X	NR	NR	X	X	NR	X	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Marcos	4	NR	NR	NR	X	X	X	NR	NR	X	X	NR	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Sonoma	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	X	X	X	NR	NR	NR
Stanislaus	4	X	X	NR	X	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	X	X	X	NR	NR	NR
UC Campus																									
UCB	4	X	X	X	X	X	X	NR	NR	X	X	NR	X	X	NR	NR	NR	NR	NR	NR	X	NR	NR	NR	X
UCD	4	X	NR	NR	X	NR	X	NR	NR	X	X	NR	X	X	X	X	X	NR	NR	NR	NR	NR	X	X	X
UCI	2	X	X	X	X	X	X	NR	NR	X	X	NR	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
UCLA	4	X	X	X	X	X	X	NR	NR	X	X	NR	X	X	NR	NR	NR	NR	NR	NR	NR	NR	X	NR	X
UCR	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
UCSD	4	X	X	X	X	X	X	NR	X	X	X	NR	NR	X	NR	X	NR	NR	NR	X	NR	X	NR	NR	X
UCSF	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
UCSB	4	NR	X	X	X	X	X	NR	NR	X	X	NR	X	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	X
UCSC	1	X	X	X	X	X	X	NR	X	X	X	NR	X	X	X	X	X	NR	NR	NR	NR	NR	NR	NR	X
Hastings Colege of Law	4	NR	X	X	NR	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	X	NR	NR	NR	NR	NR	NR

29

30

MATERIAL		CPO	WL	CL	OC	ONP	MIX	GTC	LTC	AL	GLASS	P.E.T.	PLSTCS	METALS	OIL	BTTRIES	ANTIFRZ	TIRES	BOOKS	PH BKS	MGZNS	YD WSTE	FD WSTE	C&	OTHER
COMMUNITY COLLEGE																									
Alameda, College of	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Allan Hancock College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
American River College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Antelope Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Bakersfield College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Barstow College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Butte College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Cabrillo College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Canada College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Canyons, College of the	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Cerritos College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Cerro Coso Community College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Chabot College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Chaffey College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Citrus College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Coastline Community College	3	X	X	X	X	X	X	NR	NR	X	X	NR	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Columbia College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Compton Community College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Contra Costa College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Cosumnes River College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Crafton Hills College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Cuesta College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Cuyamaca College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Cypress College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
DeAnza College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Desert, College of the	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Diablo Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
East Los Angeles College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
El Camino College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Evergreen Valley College	4	X	NR	NR	NR	NR	X	NR	NR	NR	NR	NR	NR	X	X	X	NR	NR	NR	NR	NR	NR	NR	NR	X
Feather River College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Foothill College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Fresno City College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Fullerton College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Gavilan College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Glendale Community College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Golden West College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Grossmont College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Hartnell College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Imperial Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Irvine Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Kings River Community College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Lake Tahoe Community College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Laney College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Las Positas College	1	X	X	X	NR	NR	X	NR	X	X	X	NR	X	X	X	X	X	NR	NR	NR	NR	NR	NR	NR	NR
Lassen College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Long Beach City College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Los Angeles City College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Los Angeles Harbor College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Los Angeles Mission College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Los Angeles Pierce College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Los Angeles Southwest College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Los Angeles Trade-Tech. College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR

MATERIAL																									
COMMUNITY COLLEGE																									
Los Angeles Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Los Medanos College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Marin, College of	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Mendocino College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Merced College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Meritt College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
MiraCosta College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Mission College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Modesto Junior College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Monterey Peninsula College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Moorpark College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Mt. San Antonio College	2	NR	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	X	NR	NR	NR	NR	NR	NR	NR	NR	NR
Mt. San Jacinto College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Napa Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Ohlone College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Orange Coast College	1	X	X	X	X	X	X	X	X	X	X	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Oxnard College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Palo Verde College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Palomar College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Pasadena City College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Porterville College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Rancho Santiago College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Redwoods, College of the	4	X	X	X	X	X	NR	NR	NR	X	X	NR	X	X	NR	X	NR	NR	X	NR	X	X	NR	X	X
Rio Hondo College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Riverside Community College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Sacramento City College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Saddleback College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Bernardino Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Diego City College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Diego Mesa College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Diego Miramar College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Francisco, City College of	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Joaquin Delta College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
San Jose City College	4	X	NR	NR	X	NR	X	NR	NR	NR	NR	NR	NR	NR	X	NR	X	NR	NR	NR	NR	NR	NR	NR	NR
San Mateo, College of	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Santa Barbara City College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Santa Monica College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Santa Rosa Junior College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Sequoias, College of the	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Shasta College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Sierra College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Siskiyous, College of the	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Skyline College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Solano Community College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Southwestern College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Taft College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Ventura College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Victor Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Vista College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
West Hills College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
West Los Angeles College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
West Valley College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR
Yuba College	0	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR	NR

APPENDIX 3

Codified legislation affecting public university waste reduction, procurement of recycled products and Project Recycle.

1. Public Resource Code

Chapter 10. Office Paper Recovery Program
(Chapter 10 as added by SB 1322 (Bergeson),
Stats. 1989, c. 1096)

42560. "Recycled-content high grade, bleached printing and writing papers" means any of the following papers:
(a) Offset printing, mimeograph, and duplicator paper.
(b) Stationery, bond, and office paper.
(c) High-speed copier paper.
(d) Envelopes without plastic address windows.
(e) Form bond, including computer paper and carbonless forms.
(f) Book papers.
(g) Ledger, cover stock, and cotton fiber papers having a secondary wastepaper, as defined in Section 42204, or postconsumer wastepaper, as defined in Section 42203, content of at least 50 percent by weight.
As added by SB 1322 (Bergeson), Stats. 1989, c. 1096.

42561. On or before January 1, 1991, the board shall initiate a high grade white office paper recovery assistance program for state and local agencies and private businesses.
As added by SB 1322 (Bergeson), Stats. 1989, c. 1096.

42562. The high grade white office paper recovery assistance program shall include the following elements:
(a) Staff training materials designed to provide training to local program coordinators and instruction to personnel of state and local agencies and private businesses who would participate in high grade white office paper recovery programs.
(b) Public information materials designed to provide initial program startup support and periodic reinforcement to high grade white office paper recovery programs.
(c) Desk top collection containers designed for use by personnel within the office setting.
(d) Metal collection bins that meet State Fire Marshal's standards for overnight storage of flammable materials for use in intermediate storage of recovered paper.
(e) Staff assistance from the board to identify markets for collected materials, including model contracts for negotiation with local paper brokers.
As added by SB 1322 (Bergeson), Stats. 1989, c. 1096.

42563. On and after March 31, 1992, the board shall report on the implementation of the white office paper recovery program in the report specified in Section 40507.
As added by SB 1322 (Bergeson), Stats. 1989, c. 1096, and amended by AB 1515, (Sher), Stats. 1991, c. 717.

2. Public Contract Code

10507.5. It is the intent of the Legislature to encourage the procurement of recycled paper products by the University of California by developing guidelines to encourage the procurement of recycled paper products where suitable for the uses intended and where the quality is equal and the price is equal or less than nonrecycled paper products. It is also the intent of the Legislature that the regents report annually to the Legislature, the Governor, and the California Integrated Waste Management Board commencing January 1, 1991, on the percentage of the total dollar amount of recycled paper products purchased or procured under this article.

As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 1761 (Vuich), Stats. 1990, c. 586.

10507.7. Except as provided for in this article, the Regents of the University of Californi shall let all contracts involving an expenditure of more than fifty thousand dollars ($50,000) annually for goods and materials to be sold to the University of California to the lowest responsible bidder meeting specifications, or else reject all bids. Contracts for services to be performed, other than personal or professional services, involving an expenditure of fifty thousand dollars ($50,000) or more annually shall be made or entered into with the lowest responsible bidder meeting specifications, or else all bids shall be rejected. If the regents deem it to be for the best interest of the university, the regents may, on the refusal or failure of the successful bidder for materials, goods, or services to execute a tendered contract, award it to the second lowest responsible bidder meeting specifications. If the second lowest responsible bidder fails or refuses to execute the contract, the regents may likewise award it to the third lowest responsible bidder meetin specifications.

As added by AB 2556 (Harris), Stats. 1984, c. 1128, and renumbered by AB 4 (Eastin), Stats. 1989, c. 1094.

10860.(a) The trustees shall revise the procedures and specifications for purchases of paper products to give preference, wherever feasible, to the purchase of paper products containing recycled paper products pursuant to Section 10855.

(b) The trustees shall give purchase preference to recycled paper products when both of the following apply:

(1) The products can be substituted for, and cost no more than, nonrecycled paper products.

(2) The products meet all applicable standards and regulations.

(c) To encourage the use of postconsumer waste, the trustees' specifications shall require recycled paper product contracts to be awarded to the bidder whose paper product contains the greater percentage of postconsumer waste if the fitness and quality and price meet the requirements in Sections 10855 and 10860.

(d) The trustees shall set the following goals for the purchasing of recycled paper products:

(1) By January 1, 1992, at least 35 percent of the total dollar amount of paper products purchased or procured by the trustees shall be purchased as a recycled paper product.
(2) By January 1, 1994, at least 40 percent of the total dollar amount of paper products purchased or procured by the trustees shall be purchased as a recycled paper product.
(3) By January 1, 1996, at least 50 percent of the total dollar amount of paper products purchased or procured by the trustees shall be purchased as a recycled paper product.
If at any time a goal has not been met, the trustees and the Department of General Services, in consultation with the California Integrated Waste Management Board, shall review procurement policies and shall make recommendations for immediate revisions to ensure that each goal is met. Revisions include, but are not limited to, providing a purchasing preference and altering the goals. The trustees and the Department of General Services, in consultation with the board, shall present its conclusions and recommendations on these revisions of procurement policies to the Legislature and the Governor in the department's annual report pursuant to Section 12225.

As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 1761 (Vuich), Stats. 1990, c. 586.

12159 (g). It is the intent of the Legislature, whenever economically feasible and as markets allow, to continually expand the policies of the state to utilize recycled resources in the daily operations of the state. This includes, but is not limited to, the procurement and purchase of recycled materials, the use of recycled resources in the performance of a service or project for the state, the purchase of equipment used for the collection and sale of waste materials generated by the state.
As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 1761 (Vuich), Stats. 1990, c. 586.

12162 (b) All state agencies shall report to the department and to the board on their progress in meeting the goals specified in this section and Section 12205 and shall submit to the department and to the board a detailed plan to meet those goals. The department shall develop a uniform reporting procedure which state agencies shall follow. If at any time a goal has not been met, the department, in consultation with the board, shall review procurement policies and shall make recommendations for immediate revisions to ensure that the goal is met. The department, in consultation with the board, shall present its conclusions and recommendations on these revisions of procurement policies to the Legislature in the department's annual report pursuant to Section 12225.

As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by AB 11 (Eastin), Stats. 1993, c. 960.

12164. The department shall require the persons with whom it contracts to use, to the maximum extent economically feasible in the performance of the contract work, recycled paper products.
As added by AB 4 (Eastin), Stats. 1989, c. 1094.

12164.5. (a) It is the intent of the Legislature that for the current state waste paper collection program, the California Integrated Waste Management Board shall provide participating locations with public information awareness and training to state and legislative employees. Additionally, the California Integrated Waste Management Board shall provide training for personnel, including but not limited to, state and buildings and grounds personnel, responsible for the collection of waste materials. This training shall include, but is not limited to, educating and training the personnel concerning the separation and collection of recyclable materials.
(b) It is also the intent of the Legislature that the California Integrated Waste Management Board continue the current state waste paper collection program and use this program as a model to develop a plan for other waste materials generated by state and legislative employees.
(c) It is also the intent of the Legislature that the department, in consultation with the California Integrated Waste Management Board, shall submit a new recycling plan, which includes but is not limited to, the collection and sale of waste materials generated by state and legislative employees. This plan shall be submitted to the appropriate legislative policy committees on or before August 31, 1990. The plan may be phased in utilizing those office facilities and collecting those waste materials most conducive to operation of a source separation program, but shall be fully implemented by June 1, 1991.
As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 1761 (Vuich), Stats. 1990, c. 586, and SB 960 (Hart), Stats. 1991, c. 1012.

12165. (a) After implementing a recycling plan pursuant to subdivision (c) of Section 12164.5, the California Integrated Waste Management Board shall establish, implement, and maintain a recycling plan for the Legislature, which may include all legislative offices and individual members' district offices; all state offices whether in state-owned buildings or leased facilities in Sacramento, Los Angeles, and San Francisco Counties; and in any other areas that the board determines to be feasible. The plan shall include the provisions for the recycling of office paper, corrugated cardboard, newsprint, beverage containers (as defined in Section 14503 of the Public Resources Code), waste oil, and any other material at the discretion of the board.
(b) The collection program for each product and each location shall be reevaluated by the board on or before January 1, 1994. Subsequently, the board, upon the determination that inclusion of any particular material type would result in a net revenue loss to the state, shall have the discretion to exclude that material from the program, and shall report its conclusions and recommendations to the Legislature. In determining the net revenue loss for the collection of a specified waste material, the board shall include the avoided cost to dispose of the waste material. The plan shall provide either for the collection and sale of materials to private brokers, recycling plants, or nonprofit organizations, or the operation of these entities by the state, or a combination thereof. The plan shall be implemented at the earliest possible date.
(c) The board shall provide participating locations with public awareness information and training to state and legislative employees, including, but not limited to, the proper separation and disposal of recyclable resources. Additionally, the board shall provide

training for personnel, including, but not limited to, state buildings and grounds personnel, responsible for the collection of waste materials. This training shall include, but is not limited to, educating and training the personnel concerning the separation and collection of recyclable materials.
(d) No individual, group of individuals, state office, agency, or its employees shall establish a similar collection program or enter into agreement for a similar program unless approved by the board.
As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 960 (Hart), Stats. 1991, c. 1012.

12166. The California Integrated Waste Management Board may contract as necessary for the recycling of products which have been returned pursuant to Section 12165.
As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 960 (Hart), Stats. 1991, c. 1012.

12167. Revenues received from this plan or any other activity involving the collection and sale of recyclable materials in state and legislative offices located in state-owned and state-leased buildings, such as the sale of waste materials through recycling programs operated by the California Integrated Waste Management Board or in agreement with the board, shall be deposited in the Integrated Waste Management Account in the Integrated Waste Management Fund and are hereby continuously appropriated to the board, without regard to fiscal years, until June 30, 1994, for the purposes of offsetting recycling program costs. On and after July 1, 1994, the funds in the Integrated Waste Management Account may be expended by the board, only upon appropriation by the Legislature, for the purpose of offsetting recycling program costs.
As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 960 (Hart), Stats. 1991, c. 1012, and AB 3521 (Tanner), Stats. 1992, c. 1116.

12167.1. Notwithstanding Section 12167, upon approval by the California Integrated Waste Management Board, revenues derived from the sale of recyclable materials by state agencies and institutions that do not exceed two thousand dollars ($2,000) annually are hereby continuously appropriated, without regard to fiscal years, for expenditure by those state agencies and institutions for the purposes of offsetting recycling program costs. Revenues that exceed two thousand dollars ($2,000) annually shall be available for expenditure by those state agencies and institutions when appropriated by the Legislature. Information on the quantities of recyclable materials collected for recycling shall be provided to the board on an annual basis according to a schedule determined by the board and participating agencies.

Article 4. Recycled Materials, Goods, and Supplies
(Article 4 as added by AB 4 (Eastin), Stats. 1989, c. 1094)

12200. For the purpose of this article:
(a) "Recycled product" means all materials, goods, and supplies, no less than 50 percent of the total weight of which consists of secondary and postconsumer waste with not less than 10 percent of its total weight consisting of postconsumer waste. A recycled produc

shall include any product which could have been disposed of as solid waste having completed its life cycle as a consumer item, but otherwise is refurbished for reuse without substantial alteration of its form.

(b) "Postconsumer waste" means a finished material which would have been disposed of as a solid waste, having completed its life cycle as a consumer item, and does not include manufacturing wastes.

(c) "Secondary waste" means fragments of finished products or finished products of a manufacturing process, which has converted a resource into a commodity of real economic value, and includes postconsumer waste, but does not include excess virgin resources of the manufacturing process.

As added by AB 4 (Eastin), Stats. 1989, c. 1094.

12205. (a) (1) All state agencies shall require all contractors to certify in writing the minimum percentage, if not the exact percentage, of postconsumer and secondary material in the materials, goods, or services provided or used. This certification shall be furnished under penalty of perjury.

(2) The department, in consultation with the board, shall review and revise the procurement specifications currently used by state agencies in order to eliminate restrictive specifications and discrimination against the procurement or purchase of recycled products. Fitness and quality being equal, all state agencies shall purchase recycled products instead of nonrecycled products whenever recycled products are available at the same total cost as nonrecycled products. All state agencies shall allow a price preference as determined by the board pursuant to Section 12162. In determining procurement specifications, with the exception of any specifications which have been established to preserve the public health and safety, all state procurement and purchasing specifications shall be established in a manner which results in the maximum state procurement and purchase of recycled products.

(c) (1) To assist the state in meeting the goals of subdivision (a) of Section 12162 and subdivision (e) of this section, the department, in consultation with the board, may also establish recycled-content disclosure, recycled product-only bids, cooperative purchasing arrangements or conduct an analysis of solid waste diversion from disposal facilities to meet the goals for recycled products and to encourage the maximum state procurement and purchase of recycled products. All state agencies shall, if feasible, implement recycled product-only bids for recycled products as defined in subdivision (a) of Section 12200, in order to meet the goals for recycled products set forth in this section and Section 12162.

(2) This subdivision applies to the procurement or purchase of the following materials, goods, and supplies, or products containing the following recycled resources:

(A) Paper products, which include, but are not limited to, fine papers, such as xerographic and envelope papers and form bond, corrugated boxes, newsprint, tissue, and toweling.

(B) Compost and co-compost products

(C) Glass.

(D) Oil.

(E) Plastic.

(F) Solvents and paint, including water-based paint.

(G) Tires.

(d) All state agencies shall, if feasible, establish purchasing practices which ensure the purchase of materials, goods, and supplies which may be recycled or reused when discarded.
(e) The department shall set the following goals for purchases made by state agencies:
(1) By January 1, 1996, at least 20 percent of state purchases are of recycled products.
(2) By January 1, 1998, at least 30 percent of state purchases are of recycled products.
(3) By January 1, 2000, at least 50 percent of state purchases are of recycled products.
(4) The goals specified in this subdivision shall be applied to the purchases of state agencies for products listed in this section, except in subparagraph (A) of paragraph (2) of subdivision (c) for which goals are specified in Section 12162.
(f) The purchases of the state agencies shall meet each goal for and be applied to the total dollar amount of, each specified product category as defined in this section.
(g) This section shall remain in effect only until January 1, 2001 and as of that date is repealed, unless a later enacted statute which is chaptered prior to that date extends or deletes that date.
As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by AB 11 (Eastin), Stats. 1993, c. 960
12210. (a) Fitness and quality being equal, all local and state public agencies shall purchase reycled products instead of nonrecycled products whenever available at no more than the total cost of nonrecycled products. All local public agencies may give preference to the suppliers of recycled products. All local public agencies may determine the amount of this preference.
As added by AB 4 (Eastin), Stats. 1989, c. 1094.
12213. All local public agencies shall require the bidder to specify the minimum, if not exact, percentage of recycled product in the products offered, both the postconsumer and secondary waste content regardless of whether the products meets the percentage of recycled product required pursuant to subdivision (a) of Section 12200. All contract provisions impeding the consideration of products with recycled product shall be deleted in favor of performance standards.
As added by AB 4 (Eastin), Stats. 1989, c. 1094.
12225. On or before August 31, 1991, and every year thereafter, the department, in consultation with the board, shall prepare a report to the Legislature describing the purchase and procurement of products purchased by the state before and after January 1, 1990. The report shall detail as much as possible, the amount of recycled products utilized by state contractors before and after the enactment of this chapter. The report shall include, but not be limited to, the following:
(a) Listed by department, the total dollar amounts, volume, and number of contracts of individual products purchased by the department and any other agency having delegated procurement authority pursuant to Section 10333.
(b) Total dollar amounts, volume, and number of contracts of each product purchased by the state, which includes the Legislature, the California State University, and the University of California systems.
(c) A list of individual recycled products purchased pursuant to Sections 10507.5 and 10860, inclusive, this chapter and Chapter 5 (commencing with Section 12300).

(d) The total dollar amounts, volume, and number of contracts of individual products, whether recycled or nonrecycled, purchased by the state.
(e) The total dollar amounts, volume, and number of contracts of recycled products including recycled paper and compost products purchased pursuant to Sections 10507.5 and 10860, inclusive, this chapter, and Chapter 5 (commencing with Section 12300).
(f) The total dollar amount and volume of compost and co-compost products utilized by the state pursuant to Section 12183 or any other state or local program.
(g) For recycled paper products purchased by procuring agencies, the total number of contracts, dollar amounts, and volume of those contracts that were eligible for the preference pursuant to Section 12162.
(h) For each recycled product, including recycled paper and compost products, the total dollar amounts, volume, and number of contracts that were eligible a preference or a combination thereof pursuant to Sections 4533, 7095, and 14838 of the Government Code.
(i) Total number of bids for each product listed in Section 12157, whether or not a contract was awarded the bid.
(j) The range of dollar amounts for bids on procurement contracts which include, but is not limited to, contracts for the procurement of individual recycled products listed in Section 12157.
(k) For each waste material, total revenue dollars and volume generated from the state waste materials collection program pursuant to Section 12165.
(l) Recommendations to the Legislature as to revisions of the percentage amounts contained in the secondary waste and postconsumer waste definitions for individual products which will result in greater procurement of recycled products composed of recycled resources that would otherwise be disposed of as solid waste in the state's disposal facilities.
(m) Recommendations on specific products available containing secondary postconsumer waste which are procured by the state, used in the performance of a service or project for the state, and used in state construction contracts.
These products shall be recommended as candidates for the application of the recycled paper product preference described in Section 12162.
(n) The California Integrated Waste Management Board, in consultation with the department, shall identify those products purchased in either large volumes or high dollar amounts by the state which are available as a recycled product. The board shall include this list in the department's annual report and shall revise this list as products purchased by the state become feasibly available in recycled form.
As added by AB 4 (Eastin), Stats. 1989, c. 1094, and amended by SB 1761 (Vuich), Stats. 1990, c. 586.
12226. (a) It is the intent of the Legislature that the state pursue all feasible measures to improve markets for recycled products including, but not limited to, procurement preferences for purchases made by the state.
(b) Not later than March 1, 1990, the board shall submit to the Legislature a report concerning the state's role in market development for recycling. The report shall address the need for and effectiveness of procurement preferences for the state purchase of recycled goods and materials. The report shall include, but not be limited to, an analysis

of the role procurement preferences can play in encouraging recycling and expanding the markets for recycled goods and materials.
As added by AB 4 (Eastin), Stats. 1989, c. 1094.

EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA

EXECUTIVE ORDER W-7-91

WHEREAS, April 15 through 21, 1991 has been designated California Recycle Week; and

WHEREAS, reducing the amount of solid waste landfilled in California has been established as a high priority for the State; and

WHEREAS, California's cities and counties are developing waste management plans to divert 25 percent of waste from landfills by 1995 and 50 percent by 2000; and

WHEREAS, recycling diverts valuable recyclable material from landfills; and

WHEREAS, buying recycled goods creates markets for recyclable materials; and

WHEREAS, state agencies are mandated to buy recycled content products to meet certain goals; and

WHEREAS, the State of California is dedicated to the wise use of public funds and the conservation of natural resources; and

WHEREAS, the State of California should set the example of leadership in minimizing waste and promoting increased use of recycled products; and

WHEREAS, the Department of Conservation, the California Integrated Waste Management Board and the Department of General Services are committed to assisting all state agencies in achieving the goals stated herein;

NOW, THEREFORE, I, PETE WILSON, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California declare that all State agencies abide by the following orders, effective immediately:

IT IS ORDERED that all State agencies provide for:

- collection and recycling of aluminum, glass, plastic and metal containers;
- collection and recycling of white office paper, colored paper, corrugated cardboard, newspaper, surplus reusable equipment and other materials generated in sufficient quantities for a viable recycling and reuse effort;
- printing of all documents on recycled-content paper to the maximum extent feasible;
- requiring contractors, through State contracts, to use recycled content paper and products, when feasible;
- use of two-sided copying of all State documents, to the maximum extent feasible;

BEST COPY AVAILABLE

- use of electronic mail, computer-based bulletin boards and postings, rather than distribution of information by printed memos or hard copy documents, to the extent feasible;

- reduction in the number of intra-department and intra-agency filing copies and make standard forms available by computer to avoid paper waste in matching printed forms with printers;

- consolidation within executive departments, all public mailings of official documents and notices; using the smallest mailing envelopes appropriate to the size of the contents; avoiding mailings with non-recyclable windows where feasible; and monitoring, updating and revising mailing lists frequently to minimize duplication;

- minimize duplicate newspaper, journal and publication subscriptions;

IT IS FURTHER ORDERED that:

- the California Integrated Waste Management Board, and the Department of Conservation shall perform at least five (5) waste audits at work sites to determine the presence of other waste that could be addressed; and

- the Department of General Services shall conduct ongoing education and training for all State, university and college, and local government procurement offices regarding the availability of recycled-content products for all State purchasing, including delegated purchasing decisions; and

IT IS FURTHER ORDERED that in all waste reduction and recycling efforts undertaken by the State, consideration must be given to the amount of recyclables generated in each facility, the local market for recyclable materials, and the capacity and characteristics of facilities, including storage space and fire and safety regulations; and

IT IS FURTHER ORDERED that the Department of General Services shall revise the necessary policies and guidelines to implement the provisions of this order.

NOW, THEREFORE, BE IT RESOLVED that all state agencies begin compliance with this order during California Recycle Week and continue such compliance thereafter.

FURTHER BE IT RESOLVED, that the University of California, State College systems, State Legislature and Constitutional Officers are strongly encouraged to adopt similar policies to those outlined in this Executive Order.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 10th day of April 1991.

Governor of California

ATTEST:

Secretary of State

Printed on Recycled Paper.

BEST COPY AVAILABLE